



KENTUCKY EMPLOYEES' HEALTH PLAN
501 HIGH STREET, 2ND FLOOR
FRANKFORT, KENTUCKY 40601
WWW.KEHP.KY.GOV

KEHP MEMO 18-06

TO: KEHP ICs and HRGs

FROM: Department of Employee Insurance (DEI)

RE: Verification for Waiver General Purpose HRA

DATE: April 10, 2018

As outlined in KEHP Memo 18-04, the dependent eligibility audit, which kicked off on Friday, will consist of auditing members enrolled in the Waiver General Purpose HRA to ensure they are eligible.

Members who elect to enroll in the Waiver General Purpose HRA must attest that they have other group health insurance coverage. Because the dependent audit will not capture new hires hired after we sent the enrollment file to Alight, effective April 16, 2018, we will require all new hires who elect a Waiver General Purpose HRA to provide verification of other group employer health insurance coverage.

Members can verify they are eligible for the Waiver General Purpose HRA by supplying a copy of the 1095B or 1095C.

- **Member receives coverage through their spouse:** Member should have a copy of the 1095 on hand for tax purposes; if not, the member should contact their spouse's employer to obtain a 1095 showing their spouse as the employee and the member as a covered individual.
- **Member receives coverage through their parent:** Member's parent should have a copy of the 1095 on hand for tax purposes; if not, the member's parent should contact their employer to obtain a 1095 showing the parent as the employee and the child as a covered individual.
- **Member receives coverage through a second group health plan:** Member should have a copy of the 1095 on hand for tax purposes; if not, the member should obtain a copy of their 1095 from their KEHP employer and other employer. Both 1095s must be provided.

Through the end of April, we will soft-launch this process and **PEND** applications for the required verification. Starting May 1, 2018, the same process will apply for Waiver General Purpose HRA applications that applies for all other applications. If the application does not have the required verification document, it will be **REJECTED** because it is not considered complete. Please refer to HRG Memo 17-13 and IC Memo 17-14 for more information on this process.